

**Account Application**

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| --- | --- | --- | --- |
|  | | **Company Details** | |
| Company Name: | |  | Trading as: |
| Registered Address: | |  | |
| Trading address: | |  | |
| Phone: | |  | Fax: |
| Email: | |  | |
|  | | **Accounts Department Contact** | |
| Name: | |  | Position |
| Phone: | |  | Fax: |
| Email: | |  | |
| Estimated Monthly Use (£): | |  | |
|  | **People Authorised to Make Bookings** | | |
| Name 1: |  | | Position |
| Phone: |  | | Fax: |
| Email: |  | | |
| Name 1: |  | | Position |
| Phone: |  | | Fax: |
| Email: |  | | |
| Name 1: |  | | Position |
| Phone: |  | | Fax: |
| Email: |  | | |

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| --- |
| **Payment Options / Terms** |
| **\*ALL PAYMENTS MUST BE MADE WITHIN 7 DAYS OF INVOICE**  Please tick appropriate box:   * I / we wish to settle monthly invoices by company credit / debit card * I / we wish to settle monthly invoices by online bank transfer (bank details on request) |

invoice for the previous month will be issued on the 1st of each month, any queries should be raised as soon as possible.

I/we confirm that I/we are authorised to make this application

|  |  |
| --- | --- |
| Name: | Signature |
| Position: | Date: |

**Sinclair Cars**

40a Romford Road

Stratford, London

E15 4BZ

Phone:  +442085554777

E- Mail: [info@sinclaircars.com](mailto:info@sinclaircars.com)

Web: [www.sinclaircars.com](http://www.sinclaircars.com)

## Terms and Conditions

In order to commence using your account with us, please complete the Account Application form accepting our Terms and Conditions as set out below. An account number will be assigned to you.

The Terms and Conditions may be reviewed from time to time, any changes will be notified in email.

This copy of our current Terms and Conditions is issued to customers on opening an account with us and governs our general terms of business.

1. In order to opening an account with us there will be a deposit needs to be paid and depending on the types of accounts.
2. The contract is a contract of supply.
3. By placing a booking with Sinclair Cars Ltd for services, the client is presumed to have agreed to these terms and conditions.
4. Requests for services should preferably be made in advance.
5. The first 10 minutes of waiting are free and also, we will charge waiting time after 10-minute increments at the rate published in our tariff, currently £24 per hour.
6. Our Airport Transfers are subject to our published time allowance of up to 45 minutes from landing time.
7. Sinclair Cars Ltd cannot be held responsible for any delays caused due to traffic congestion, weather conditions, roadworks, incidents on roads or vehicle mechanical failure.
8. Unless instructed otherwise by the customer, the driver will travel by the route considered most appropriate on the day.
9. We are insured for passenger’s travel. This insurance is for public liability and does not constitute travel insurance.
10. A reasonable amount of ordinary passenger luggage is allowed but luggage which in the opinion of the driver amounts to an excessive weight will not be carried.
11. We observe a non-smoking policy in all our cars.
12. We reserve the right to refuse travel to anyone deemed to be a nuisance or danger to our passengers or drivers.
13. The carrying or use of unregistered weapons, or any illegal drugs in our cars is totally forbidden. You must inform us about any registered weapons you wish to carry with you at the time of booking.
14. You must seek our permission to carry pets with you in our vehicles. Guide dogs are allowed but you must inform us at time of booking.
15. The following charges may apply:

* Christmas / Boxing Day/New Year there will be extra charges.
* Should a passenger be travelling sick there will be a valet charge of £90.00